Focusing Your Evaluation – Work Matrix Example

Name of Your Program:							
Program Contact Personnel: Data Contact Personnel: Contact Personnel: Timeframe for Monitoring/Evaluation Effort:							
	Goals	**Objectives**	**Tasks**	**Expected Outcomes**	**Measures (Indicators)**	**Final Outcomes**	**Data Source**
instructions	Insert overall goals of the outreach effort	Insert objectives corresponding to each goal	Insert all tasks corresponding to each objective	Insert expected outcomes for the objective	Insert measures to indicate completion of task	Insert final outcomes as a result of the completed task	Insert data source used to record the task
example	*Increase awareness about father involvement through community outreach and professional education.*	*Educate professionals about the factors that challenge and promote involvement of fathers intervention efforts.*	*Provide written educational information to targeted professionals in southwestern Ohio.* *Provide educational in-services to potential partners in Ohio.*	*Information packets sent to 200 professionals 10 in-services in year 1, 15 in year 2 and 20 in year 3.*	*Number of packets sent Number of in-services per year.*	*225 information packets were sent to providers* *7 in-services in year 1.*	*Logs* *Logs*